



DMCJA Board of Governors Meeting
Saturday, May 13, 2017, 11:10 a.m. – 1:00 p.m.
The Chrysalis Inn
Bellingham, WA

MEETING MINUTES

Members Present:

Chair, Judge Scott Ahlf
Judge Linda Coburn
Judge Karen Donohue
Judge Douglas Fair
Judge Michael Finkle
Judge Michelle Gehlsen
Judge Michael Lambo
Commissioner Rick Leo
Judge Samuel Meyer
Judge Kevin Ringus (non-voting)
Judge Rebecca Robertson
Judge Douglas Robinson
Judge Charles Short
Judge David Steiner

Guests:

Judge Blaine Gibson (SCJA)
Ms. Paulette Revoir (via phone)
Mr. Loyd Willaford (via phone)

AOC Staff:

Ms. Vicky Cullinane (via phone)
Ms. Sharon R. Harvey

Members Absent:

Judge Janet Garrow (non-voting)
Judge Judy Jasprica (non-voting)
Judge Mary Logan (non-voting)
Judge G. Scott Marinella
Judge Tracy Staab

CALL TO ORDER

Judge Ahlf, District and Municipal Court Judges' Association (DMCJA) President-Elect, noted a quorum was present and called the DMCJA Board of Governors (Board) meeting to order at 11:10 AM. Judge Ahlf asked attendees to introduce themselves.

GENERAL BUSINESS

A. Minutes

The Board moved, seconded, and passed a vote (M/S/P) to approve the Board Meeting Minutes for April 14, 2017.

B. Treasurer's Report

M/S/P to approve the Treasurer's Report. The Board voted to close the US Bank account and transfer funds to the Bank of America. Thus, the checking and savings accounts will both be held at the Bank of America.

C. Special Fund Report

M/S/P to approve the Special Fund Report. Judge Robertson noted that she provided the Special Fund report during the Board Retreat on Friday, May 12, 2017. The report included the status of assessments received to date, which was circulated to Board members.

D. Standing Committee Reports

1. *Legislative Committee*

Judge Meyer reported that he spoke with Melanie Stewart, Esq., DMCJA Lobbyist, and she informed that there has been no recent action at the State Capitol. The House of Representatives (House) is not back in special session. Senator Kevin Ranker, 40th District, has informed that the Senate budget regarding the court is improving from the original Senate proposal. Judge Meyer further reported that Ms. Stewart has spoken with Ms. Callie Dietz, WA State Court Administrator, and Mr. Brady Horenstein, AOC Associate Legislative Director. Ms. Stewart informed that Senator John Braun, 20th Legislative District, offered no specifics or details regarding the Senate budget improvements. It was agreed by general consensus that Judge Marinella would send a reminder message to the DMCJA listserv for judges to contact legislators and request funding for courts.

2. *Rules Committee Meeting Minutes for March 22, 2017*

Judge Robertson reported that the Rules Committee discussed the interplay between CrRLJ 3.2 and RCW 10.21.030. The Committee determined that the language was subject to interpretation and decided not to suggest changes to either law at this time. Judge Robertson then reported that the Committee discussed amendments to RALJ 4.1, 9.2, and 10.2. She requested that any comments regarding these laws be sent to her and she would relay the comments to the WSBA Rules Committee.

E. Trial Court Advocacy Board (TCAB) Update

The next TCAB meeting is in August 2017. There was no further report.

F. Judicial Information System (JIS) Report

Ms. Cullinane reported that the courts of limited jurisdiction case management system (CLJ-CMS) Project is progressing smoothly. It is expected that the Judicial Information System Committee (JISC) will decide on a successful vendor in June 2017. Ms. Cullinane further informed that the CLJ-CMS Steering Committee will meet on Tuesday, May 16, 2017, to discuss the CLJ-CMS Project evaluators' impressions and scoring results for the two prospective vendors. Ms. Cullinane then reported that the District and Municipal Court Management Association (DMCMA) has done a great job of reaching out to court administrators to perform data clean-up, which will really help the transition to the new case management system. The DMCMA has made this a priority. The Administrative Office of the Courts (AOC) team is visiting courts in order to obtain valuable information about courts' business processes, which will help when it is time for system configuration. Ms. Cullinane further informed that a message went to the listserv regarding funding for the CLJ-CMS Project, which contained links to sample letters to state legislators. Ms. Cullinane encouraged Board members to utilize these links when contacting their legislators to support the CLJ-CMS Project. There was a request for Judge Marinella to resend this message to the DMCJA listserv.

LIAISON REPORTS

A. District and Municipal Court Management Association (DMCMA)

Ms. Paulette Revoir, DMCJA President, reported that there were one hundred and nine (109) attendees at the annual DMCMA conference at the Semiahmoo Resort in Blaine, WA. During the conference, Ms. Cynthia Marr was sworn in as the new DMCMA President. Ms. Revoir expressed that the new courts of limited jurisdiction case management system is a top priority for the association.

B. Superior Court Judges' Association (SCJA)

Judge Blaine Gibson, SCJA President-Elect, reported that he is the new SCJA liaison. This was his first DMCJA Board meeting.

C. Washington State Association for Justice (WSAJ)

Mr. Willaford reported that the WSAJ Law Day on May 4, 2017 was a great success. He further noted the importance of lobbying for the courts to obtain adequate resources in order to better serve the public.

D. Board for Judicial Administration (BJA)

Judge Ringus informed that the BJA report was provided during the Board Retreat on May 12, 2017. He informed that the next BJA meeting is May 19, 2017.

DISCUSSION

A. DMCJA Finances – Whether to Reduce the Number of Banks holding DMCJA Funds

The Board decided by general consensus during the Board Retreat to close the US Bank account. Thus, both the checking and savings accounts will be held at the Bank of America. The Special Fund will be held at Washington Federal bank.

B. Court Education Committee Retreat Update

Judge Fair reported on the Board for Judicial Administration (BJA) Court Education Committee (CEC) Retreat at the Cedarbrook Lodge in SeaTac on March 24, 2017. During the retreat, the group developed a strategic plan for judicial education. Based on the retreat Dr. John Martin from the State Justice Institute developed a roadmap that the CEC is in the process of adopting. In June 2017, the DMCJA, SCJA, and others will meet to discuss where their educational needs overlap regarding issues that are applicable to every court/management/staff level. The goal is to create a long-term coherent educational program for the judicial system. An example of this type of overlap is in the area of evidence. All levels of courts need education in this area so it might make sense to move sessions on evidence to the fall conference. Such an approach results in a more economical delivery system and may allow trial court conference education to be more tailored to the individual needs of trial court judges. Also, the CEC has successfully lobbied the BJA to make court funding a priority for the coming biennium. The BJA has created a Court Education Funding Task Force, which needs a DMCJA representative Co-Chair.

C. Judicial Independence and Municipal Courts

The Board discussed this topic during its Board Retreat on Friday, May 12, 2017. As a result of the discussion, the Board created a Judicial Independence Fire Brigade. Judge Lambo and Judge Steiner are co-chairs of this newly created group. The Board also voted to add this as a line item with funds in the amount of one thousand dollars (\$1,000).

D. National Leadership Grant Applications

The Board reviewed the National Leadership Grant applications for Judge Marilyn Paja, Kitsap County District Court, and Judge Janet Garrow, King County District Court. Judge Paja requested approximately twenty-four hundred dollars (\$2400). Judge Garrow requested two thousand dollars (\$2000) to cover conference expenses. The Board moved, seconded, and passed a vote (M/S/P) to move this discussion to an action item. The Board then voted to approve all amounts of money needed for Judge Paja and Judge Garrow to attend the 2017 National Association of Women Judges in Atlanta, GA.

INFORMATION

- A. The Pattern Jury Form Committee has discussed implicit bias jury instructions and plan to include some form of implicit bias instructions in future jury instructions.

There was mention that some state judges are using implicit bias pattern jury forms.

- B. The DMCJA Bylaws Committee has prepared the BJA Staggered terms proposal for the 2017 Spring Conference ballot to be voted on by association members.

The BJA Staggered terms proposal was located in Board meeting materials.

- C. The DMCJA Education Committee will offer a choice session at the 2017 DMCJA Spring Conference entitled, Immigration: What Every Judge Should Know. The session is Monday, June 5, 8:00 a.m. to 9:30 a.m.

Judge Donohue informed that the Immigration choice session is one of many presentations that will be held at the annual DMCJA Spring Conference June 4-7, 2017 in Spokane, WA. She encouraged members to attend various sessions.

- D. Judge Vernon Schreiber passed away on April 25, 2017 after a period of illness.

Judge Ahlf informed that monies spent for condolence gifts must be taken from the Special Fund account pursuant to the DMCJA Special Fund Policy. There was also a request to immediately forward to the Board information regarding the death of a DMCJA member. The Board discussed the recognition of long serving DMCJA judges who have retired or moved to another court level.

2017-2018 DMCJA Budget Approval

Judge Ahlf requested that a vote regarding the 2017-2018 DMCJA Budget be held during the May Board Meeting. The Board approved the 2017-2018 DMCJA proposed budget by general consensus.

OTHER BUSINESS

The next DMCJA Board Meeting is June 4, 2017, from 12:30 p.m. to 3:30 p.m., at the Davenport Grand Hotel, in Spokane, WA.

ADJOURNED at 11:32 a.m.